



PROJECT MANAGEMENT SERVICE
REQUEST FORM

Mail or FAX form to: Franchise Business Activity
10127 Morocco, Suite 182
San Antonio, TX 78216-3947

Phone: (210) 308-4522
Fax: (210) 308-4511
Website: *fba.satx.disa.mil*

1. Request Date: **Enter current date.**
2. FBA Contract Number: _____
3. FBA Task Order Number (Assigned by FBA): _____
4. Task Type? Fixed Price (for product) **X** Level of Effort (for service) _____
5. Requesting Agency **Enter information for your organization**

Name:

Address:

Phone Number:

6. Agency Project Officer **Your POC information.**

Name:

Mailing Address:

Phone Number:

Fax Number:

7. Place of performance, if different than above: **N/A**

8. Introduction and Scope of Project:

The FasTrac program provides a subscription service library of technology-based training (TBT) courses to satisfy Information Technology (IT), Professional/Business Skills, and INFOSEC training requirements within the NSA/CSS, the Intelligence Community, other Federal government organizations, and the U.S. military. An interactive Learning Management System (LMS) supports the e-Learning implementations on the Internet and multiple Intranets. Under the FasTrac Program, the development, delivery and support requirements of the Government focus on the satisfaction of education and training requirements to attain a skilled workforce.

9. Description of Requirements (Technical Tasks):

1,000 NETg Subscription Licenses @ \$25 per yearly license = \$25,000.00

1,000 SkillSoft Subscription Licenses @ \$19 per yearly license = \$19,000.00

1,000 ThinQ LMS portal access @ \$10 for both content providers = \$10,000.00

1,000 licenses, Program Support @ \$7.20 each = \$7,200.00

Sub Total: \$61,200.00

Processing Fee: 1.5% of above = \$920.00 (charged through Treasury)

Sub Total: \$62,120.00

FBA Fee: 2% of above - \$1,250.00

Grand Total Requirement: \$63,370.00 for 1,000 subscription licenses for both NETg and SkillSoft

10. Other Direct Charges (ODCs) **N/A**
Estimated Travel Requirements: **N/A**

ODCs (Please Specify): **N/A**

11. Deliverables: **Content and Services**

Reports: **Monthly Status Reports**

Schedule: **Fiscal Year**

12. Government Furnished Property/Equipment (Please specify the equipment and materials the Government will provide for completion of this task):
- a. Government Furnished Information **N/A**
 - b. Government Furnished Material **N/A**
 - c. Government Furnished Equipment **N/A**

13. Period of Performance: Enter requested start date. through One year from start date.

14. **Approving Official** **From your organization.**
- Name:** _____
- Title:** _____
- Date:** _____